

ALABAMA FIRE COLLEGE and CENTER FOR DOMESTIC PREPAREDNESS Partnership CERTIFICATION INFORMATION SHEET

The ERHM (Hazardous Materials Technician) course is eligible for certification testing conducted through the Alabama Fire College and Personnel Standards & Education Commission. Test administration occurs at CDP immediately following the conclusion of the ERHM course.

What are the steps to receive certification?

Step 1: Register: Complete the enrollment process during the ERHM course for certification testing

Step 2: Submit Prerequisite Documentation: The Hazardous Materials Technician certification prerequisite is documented proof of prior training in Hazardous Materials Awareness & Operations levels (NFPA 472).

- **This documentation must be on file with the Alabama Fire College prior to certification.**
 - **Send prerequisite documentation to Testing@alabamafirecollege.org**

Step 3: Complete the Skills Examination: The candidate must successfully complete a skills evaluation (working as a member of a team and/or completing individual skills), to a minimum of 70% competency and successful completion of all critical points.

Step 4: Complete the Written Examination: The candidate must perform to a minimum 70% competency on a 100-question examination for Hazardous Materials Technician. One retest after 30 days and within one year of course end date is allowed.

Step 5: Contact the Alabama Fire College – Registration Office: It is the student's responsibility to request the release of their final score and paying the \$30 fee to the Alabama Fire College. **Follow the steps listed below:**

1. Call **1-800-241-2467** and provide the operator with the following:
 - Name, mailing address, phone number, social security number, email address, dates of attendance and Credit card information for payment.
2. The request will then be processed and your test score will be emailed. If you have passed the initial exam, skills requirement and your prerequisite documentation is on file with the Alabama Fire College, your certificate will be processed and emailed within approximately 7 to 14 business days from the date of the request.

Please note: Scores/Certifications will not be released until all paperwork is received by the Alabama Fire College (this includes completed written exam from AFC Proctor and skills documentation from CDP; this can take up to 2 weeks from course completion)

How Do I Retest? The candidate has one year from the course end date to retake the test. One retest is allowed. Students failing the retest must retake the course.

- The retesting fee is \$30.00 (plus any additional shipment charges).
- Retests are only administered by use of an approved AFC Proctor in a professional setting.
- Contact the AFC Testing Unit for information or visit our website for Proctor Resources/information;
testing@alabamafirecollege.org
 - <http://www.alabamafirecollege.org/topmenu/certification/proctor-resources>.

What if I don't receive my test score or certificate? Students failing to receive either their grade or certificate should contact the Alabama Fire College, Testing Unit at: testing@alabamafirecollege.org. Telephone requests for grade or certificate information cannot be honored due to Federal privacy laws – all requests must be made in writing.

What is accreditation and how does it apply to certification courses? The Alabama Fire College and Personnel Standards & Education Commission is accredited by both the National Board on Fire Service Professional Qualifications (Pro Board) and the International Fire Service Accreditation Congress (IFSAC). Accreditation serves as an affirmation that the certification courses of the Alabama Fire College meet the standards of excellence as defined by the national accrediting body.

Students receiving certification for Hazardous Materials Technician will receive a certificate with the Alabama, Pro Board and IFSAC seal/number of certification. Certification is automatically posted to these entities within 30 days from certificate issuance. Please check with your local certifying agency for reciprocity.

Alabama Fire College - 2501 Phoenix Drive - Tuscaloosa, AL 35405 1-800-241-2467
Testing@alabamafirecollege.org AFC website www.alabamafirecollege.org Pro Board website www.npqs.org